

G990 Experimental Classifications and Rates

G992 Outside-County Periodicals Copalletization Drop-Ship Classification

[4-20-03]

992

Summary G992 contains rate and classification information about the 2-year Outside-County Copalletization Drop-Ship experiment. The experiment includes two per piece discounts for copalletization of Periodicals publications that otherwise would have been prepared in sacks.

1.0 ELIGIBILITY

Description The standards in G992 apply to mailings that are produced by mailers and consolidators who are approved to participate in the Outside-County Periodicals Copalletization Drop-Ship Classification experiment.

1.1

Rate Application The Outside-County Copalletization Drop-Ship Classification discounts apply to pieces meeting the standards in G992.

1.2

Basic Standards The basic standards for copalletized mailings are as follows:

1.3

- a. Each mailing must consist of at least two different Periodicals publications or two different editions, segments, or versions of a Periodicals publication.
- b. Each mailing must be presented with the correct postage statement(s). Mailings consisting of different Periodicals publications must be accompanied by a separate postage statement for each publication. Mailings consisting of different editions or versions of the same Periodicals publication must be accompanied by one consolidated postage statement and a register of mailings.
- c. Each mailing must meet the documentation and postage payment standards outlined in [2.0](#) and [P200](#).
- d. Each mailing must be entered and postage paid at the post office where consolidation takes place, except that postage for publications authorized under the Centralized Postage Payment (CPP) system may be paid to the New York Rates and Classification Service Center (RCSC). Each publication included in a mailing under these standards must be authorized for original entry or additional entry at the post office where the consolidated mailing is entered.

Discount Eligibility To be eligible for one of the discounts, mailpieces must be:

1.4

- a. Part of a Periodicals mailing meeting the standards in [M200](#), [M820](#), or [M900](#).
- b. Part of a mailing segment with less than 250 pounds per title or version per ADC destination, if independently presorted. This includes mail for an ADC service area that remains after finer levels of pallets are prepared.
- c. Prepared as packages on pallets under [M041](#) and [M045](#), or under [M900](#).
- d. Prepared on either an ADC or SCF pallet of copalletized pieces. Mailers may build on ADC or SCF pallets of 250 or more pounds prepared as part of the original presort. However, the pieces originally on these pallets (250 or more pounds per title or edition) do not qualify for the copalletization discounts.
- e. Drop-shipped to the appropriate DADC or DSCF.

2.0 DOCUMENTATION

Each mailing must be accompanied by documentation meeting the standards in [P012](#), as well as any other mailing information requested by the USPS to support the postage claimed (e.g., advertising percentage and weight per copy).

Documentation must be presented by title and version, segment, or edition; or by codes representing each title and version, segment, or edition included in the copalletized mailing. In addition, documentation for the copalletized mailing must:

- a. Upon request, include presort reports showing how the pieces would have been prepared prior to copalletization.
- b. Include presort and pallet reports showing how the copalletized pieces are prepared and where they will be entered (DADC or DSCF).
- c. Distinguish publications or segments that do not qualify for the copalletization discounts (e.g., because there are 250 or more pounds to an ADC destination) from those that do qualify for the discounts.
- d. Allow easy reconciliation with reports prepared to reflect how mail would have been prepared prior to copalletization if requested to verify compliance with standards for discount eligibility.

3.0 DATA REPORTING

Each month, the mailer or consolidator must provide the following data in spreadsheet format using the model spreadsheet and timelines provided by the USPS. The data must be sent via email to copal@usps.gov.

- a. Number of titles receiving one or both of the copalletization discounts.
- b. Number of sacks that would have been prepared without copalletization, as well as the weight and the number of addressed pieces that would have been in these sacks.
- c. Number of pallets that would have been prepared without copalletization, as well as the weight and the number of addressed pieces that would have been prepared on pallets.
- d. Number of sacks prepared after copalletization, as well as the weight and the number of addressed pieces in these sacks.
- e. Number of pallets containing mail qualifying for the ADC copalletization discount, as well as the weight and the number of addressed pieces receiving the ADC discount on these pallets.
- f. Number of pallets containing mail qualifying for the SCF copalletization discount, as well as the weight and the number of addressed pieces receiving the SCF discount on these pallets.

4.0 DISCOUNTS

The following discounts are available:

- a. For pieces sorted to an SCF or ADC pallet of 250 or more pounds and drop shipped to the appropriate DADC: \$0.007 per piece.
- b. For pieces sorted to an SCF pallet of 250 or more pounds and drop shipped to the appropriate DSCF: \$0.01 per piece.
- c. Copalletized pieces sorted to overflow DSCF or DADC pallets qualify for the corresponding copalletization discount.
- d. Copalletized pieces sorted to ADC pallets weighing between 100 and 250 pounds and drop shipped to the appropriate DADC: \$0.007 per piece.

5.0 REQUEST TO PARTICIPATE

A mailer or consolidator may request approval to mail in the experimental Outside-County Periodicals Copalletization Drop-Ship test by submitting a written request to the manager, Mailing Standards (see [G043](#) for address). The request must be accompanied by the following:

- a. A completed application form (available from the manager, Mailing Standards).
- b. A process map and narrative demonstrating how and where presort and copalletization reports (including “before” and “after” data) are created as they relate to mail movement and consolidation of packages to be copalletized. The map and narrative must also describe mail movement from production through the copalletization process to dispatch to destination entry postal facilities.
- c. Samples of all required documentation that must be provided at the time of mailing, including “before” and “after” reports and postage statements. The sample reports must demonstrate:
 - (1) How the copalletized portion of the mailing is segregated from other mailing segments on the “before” reports.
 - (2) How mailing jobs, mailing segments, and containers will be identified in both “before” and “after” reports to allow reconciliation of the reports.
 - (3) How pieces appearing on the “after” reports that qualify for the copalletization discounts (mailing segments with less than 250 pounds to an ADC) are differentiated from those that do not (mailing segments with 250 or more pounds to an ADC).
- d. An explanation of how data for mailings included under the copalletization experiment will be collected and reported to the USPS, including whether the model spreadsheet provided by the USPS can be used.
- e. A list of the publications to be included initially in the test and evidence that each publication has obtained the appropriate additional entry authorization at the office where mailings will be verified and postage paid. The list must indicate if the publications are authorized under the Centralized Postage Payment (CPP) system. If the applicant is not a printer and/or is consolidating publications for other printers, a list of these printers must be included with the application.

6.0 DECISION ON REQUEST

The manager, Mailing Standards, approves or denies a written request to participate in the experimental Outside-County Periodicals Copalletization Drop-Ship Classification test. If the application is approved, the mailer or consolidator will be notified in writing by the manager, Mailing Standards. Initial approval is for a conditional 90-day period. When the mailer or consolidator has demonstrated the ability to prepare and enter mailings under the standards in G992, final authorization will be granted. If the application is denied, the mailer or consolidator may file at a later date or submit additional information needed to support the request.

7.0 USPS SUSPENSION

The manager, Mailing Standards, may suspend at any time an approval to participate in the experiment when there is an indication that postal revenue is not fully protected. The manager will notify the participant in writing of the decision. The suspension becomes effective upon the mailer’s receipt of the notification.

